

**Sierra County
Downieville, California**



**Library Plan of Service
Section 20440: Appendix 4**

SIERRA VALLEY LIBRARY AND CHILDREN AND FAMILIES CENTER

**Serving the
Sierra Valley Communities of**

**Calpine
City of Loyalton
Sattley
Sierraville
Sierra Brooks**

Submitted in partial fulfillment of the
California Reading and Literacy Improvement
and Public Library Construction and Renovation
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Prepared by:
Margaret Miles, MLIS, Plumas County Librarian
W. Dean Diederich, AICP
Lisa Evans, SCOE Program Specialist

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EXECUTIVE SUMMARY

The Sierra County Children and Families Commission (SCCFC), the Sierra-Plumas Joint Unified School District (SPJUSD), the Sierra County Superintendent of Schools/Sierra County Office of Education (SCOE), and Sierra County have collaborated in the development of a 7,520 ± square foot joint use facility located in the City of Loyalton to meet many needs of the Sierra Valley community. The project site is located at the Loyalton Elementary School, 111 Beckwith Road, Loyalton, California (Sierra County AP# 17-140-002).

Sierra County does not have a library according to State standards (**Sec. 20430**, D. Shaffer, 1998). Sierra County contracts with Plumas County for library services and either rents or receives donated spaces for four small library stations. No other public library services are available in Sierra County; no community colleges, universities, or other facilities with library resources exist in Sierra County. Interest surveys, community forums and focus group meetings all document a strong desire for a full service library to be provided in Sierra County. The County has been trying for over ten years to come up with the right combination of land, building design, community support, and financial assistance to be able to satisfy this need. With the collaboration of SCCFC, SCOE, and SPJUSD, and the opportunity to obtain funds through the California Reading and Literacy Improvement and Public Library Construction and Renovation Bond Act of 2000, a permanent full service library in Sierra County can finally become a reality.

The main goal of the Sierra Valley Library and Children and Families Center is to become a focal point of information and family services for Sierra Valley and a window on the world for the community. The Library Plan of Service identifies the major services that will be provided by the Sierra Valley Library and Children and Families Center. The services, detailed below, were developed in collaboration with the Sierra County Office of Education to achieve the library's goals and objectives. These, in turn, were developed to meet community needs identified in the Community Needs Assessment. The many services provided by the Library are designed not only to meet the immediate needs of the community members, but also to improve their quality of life for generations.

Circulating library and reading room: The Sierra Valley community needs a full-service library with trained staff and adequate hours so they can access basic information; find vocational, educational, and recreational reading materials; and have a quiet, comfortable place to sit and read. The Sierra Valley Library will be open 29 hours per week, with emphasis on evenings and Saturdays. On Fridays the library will open at noon in order to give adults an opportunity to use the library when children are unlikely to be present. The Library will provide access to a large collection of circulating materials to meet the community's identified informational and recreational reading needs. The County's higher than average unemployment rate and lower than average percentage of college graduates will be addressed with a special collection focusing on career-related information.

Homework Center/Academic Achievement: Results of the community survey indicate a strong need for formal learning support. School-age children, as well as adults, need access to print and electronic resources to help them meet their educational goals. Homework Center services will be coordinated in partnership with the Sierra County Office of Education, Sierra-Plumas Joint Unified School District, and Feather River College to provide curriculum-related materials, study space, and high-speed access to electronic resources. The computers and resources used for the Homework Center will also be available for public use, creating a family computer center during evening hours, thus meeting the community's need for access to the Internet and basic electronic resources.

Community Meeting Room: Survey respondents were strongly in favor of a meeting room as part of a multi-purpose facility, and project partners as well as community agencies need a space to offer programs for families, young adults, adults, and seniors. The Library will present a variety of programs to meet the community's need for programming for all ages and will facilitate other agencies' ability to present programs, classes, and conduct community meetings.

Literacy Services: A Literacy office/classroom is included in the Library to meet the needs of those wanting to improve their basic literacy skills. Demographics identified a high percentage of low-literacy adults in Sierra County, and the Sierra County Literacy Program, which was established in 1996 through a California State Library grant, will be a partner in the new library. Literacy services will include one-on-one and group instruction, print and educational software, and programming for adults, English language learners, and Family Literacy program participants.

Local History Room: The Local History Room is a direct response to the community's need for information about the rich heritage of their region. This room will house, protect, and provide access to a variety of archival materials; tables and seating will provide study space for researchers and an additional meeting place for small groups. The Local History Room is likely to appeal particularly to older adults who appreciate its specialized collection, quieter ambiance and separation from the higher activity level in the main part of the library.

The Community Needs Assessment indicates repeatedly that what Sierra Valley residents want and need is a permanent library space with adequate open hours where they can find and check out materials, access the Internet, attend a story time, or just sit and read in a comfortable environment. The Plan of Service for the Sierra Valley Library and Children and Families Center is designed to meet those needs and more.

Flexibility in the library space and the general approach to this project has been and will continue to be essential. The library will truly be a joint use facility, meeting many different needs. This creates a challenging and exciting situation, with opportunities for new services and new partnerships. The Plan of Service provides a blueprint for initial library usage, but cannot anticipate all future possibilities. This innovative approach to lifelong learning will have a major impact on quality of life in Sierra County.

MISSION STATEMENT(S)

Plumas County Library System:

The mission statement for the Plumas County Library system, which includes the Sierra County library stations, states:

The Library provides free access to printed, audio-visual and electronic forms of information, and educates the community as to the uses and value of its resources. Serving as a gateway to knowledge beyond its collection, the Library is a reflection of the community, a gathering of its knowledge, culture, and information.

Sierra County Office of Education:

The Sierra County Office of Education's mission statement declares:

The purpose of Sierra County Office of Education is to support the educational process within the County and assist in developing the potential of each student so that he/she will be educated, informed, and prepared to assume full responsibly as an adult. Sierra County Office of Education will provide leadership and resources in order to promote cooperation and effective communication among staff, students, and community members.

Sierra-Plumas Joint Unified School District:

The adopted mission statement for the Sierra-Plumas Joint Unified School District is:

Our purpose is to educate all students—to provide each student with successful learning experiences through innovative programs that develop positive intellectual, social and physical outcomes, which promote self-directed, lifelong learning, and the ability to make responsible decisions.

To achieve this mission, the Sierra-Plumas Joint Unified School District, in partnership with parents and our richly varied communities, will provide a challenging, comprehensive, and state-of-the-art education program delivered and supported by a highly competent staff and coordinated with community resources.

Sierra County Children and Families Commission:

The mission statement for the Sierra County Children and Families Commission is:

The Sierra County Children and Families Commission's intent is to promote and develop services in the areas of childcare, health care, enrichment programs, early intervention programs, and parent education for children from zero (including prenatal) to five years of age for the purposes of promoting, supporting, and improving the early development of children.

GOALS AND OBJECTIVES

The main goal of the Sierra Valley Library and Children and Families Center is to become a focal point for the Sierra Valley and a window on the world for the community. In a county that currently lacks a library and is isolated geographically from many informational, cultural, and entertainment outlets, the Sierra Valley Library and Children and Families Center will “open doors to opportunities and new horizons for everyone. A new library will be an investment in our community – in our people.” (Comment by survey respondent.)

The roles of the Sierra Valley Library and Children and Families Center, while based primarily on the list of roles developed in “Planning For Results,” are chosen based on the Community Library Needs Assessment and were developed in collaboration with the Sierra County Office of Education.

Basic Literacy:

Literacy services have been offered in Sierra County for the past six years, beginning with a grant from the California State Library. Because Sierra County does not have its own library, the Sierra County Literacy program is administered by Plumas County Library’s Literacy Coordinator. During this time, 93 individuals have been served by adult, family, and English language learner literacy programs. English language learners, especially adults and children ages 0-5, benefit greatly from the literacy services provided by the Sierra County Literacy program. No other literacy services are available to this particular population in Sierra County. Most of these students have been served in Loyalton in an office that is not accessible under the Americans with Disability Act (ADA). The low literacy rate in Sierra County, the need for adult education space, and the program’s existing partnership with library services makes basic literacy an important library role. The use of the literacy program in Loyalton demonstrates a need for its inclusion in the Sierra Valley Library and Children and Families Center.

Library Goal 1: The Sierra Valley Library and Children and Families Center will offer a private and confidential learning environment, specialized materials, trained staff and tutors to help people, regardless of age or ability, reach their personal literacy goals.

Objective 1. The Library will offer a family literacy program.

Objective 2. The Library will offer basic adult literacy services available by appointment in the Literacy Center. This room will have a separate entrance in order to facilitate usage when the library is not open, and to protect the privacy of literacy students. Its hours will be flexible, but probably mostly mornings, when the rest of the library is closed. The hours will be based on the needs of the students, the volunteer tutors, and the Literacy Coordinator.

Objective 3. The Library will offer adult and children literacy and pre-literacy services targeted for the English language learner and pre-school populations.

Objective 4. Literacy staff, in cooperation with Homework Center staff, will provide tutoring assistance in basic skills to students after school.

Objective 5. Tutors and students will have a private space to work.

Objective 6. Tutors and students will have access to educational software and instructional print materials

Service indicators:

- Number of students enrolled in adult basic literacy.
- Number of families enrolled in family literacy programs.
- Number of English language learners enrolled in literacy programs.
- Attendance at family literacy programs.
- Number of literacy tutors trained.
- Number of literacy tutor volunteer hours.
- Number of students using computer-based educational programs.
- Number of school-age students enrolled in after-school basic skills tutoring.

Commons:

Focus groups, discussions, and survey results have all indicated a strong desire for a meeting room as an important component of the library. The Sierra Valley Library and Children and Families Center has a responsibility to provide a comfortable, neutral environment for library programs, community meetings, parenting and literacy classes, and educational and cultural events sponsored by community agencies.

Library Goal 2: The Sierra Valley Library and Children and Families Center will address the need of community groups to meet, and the democratic right of the people to assemble.

Objective 1. The Sierra Valley Library and Children and Families Center will provide a community meeting room capable of seating 25 adults.

Objective 2. The Sierra Valley Library and Children and Families Center will provide 2 smaller alternative meeting spaces capable of holding at least 10 adults each. (Literacy Classroom and Local History Room)

Objective 3. Library staff will maintain a schedule for the community meeting rooms and kitchen following Plumas County Library meeting room policies.

Objective 4. Staff will promote community awareness of library programs and events.

Service indicators:

- Number of groups using the meeting rooms.
- Number of community agencies using the meeting rooms.
- Number of library programs presented by staff.
- Number of attendees at programs.

Formal Learning Support:

Results of the community survey indicate a strong need for a homework center, and the Library's proximity to Loyalton Elementary School and High School was selected primarily to make it more accessible to students. The Sierra-Plumas Joint Unified School District (SPJUSD) and the Sierra County Office of Education (SCOPE) also recognize the value of a homework center where children will have access to remedial help and library resources, and SPJUSD and SCOPE have agreed to provide high-speed wireless Internet access to the new facility, as well as staff to assist students. Finally, as a formal learning center, the new facility offers a unique opportunity for the Library, SPJUSD, and SCOPE to partner with institutions of higher learning, such as Feather River Community College, the University of California, the California State University system, and the University of Nevada - Reno, to bring advanced programs for educational support and distance learning opportunities. Listed below are the educational goals and objectives that the Library and SCOPE will pursue in the new facility on behalf of all the educational partners.

Library Goal 3: The Sierra Valley Library and Children and Families Center, in cooperation with SPJUSD and SCOPE, will provide staff and resources to help K-12 students attain their educational goals.

Objective 1. SCOPE will provide trained staff after school to assist students with homework.

Objective 2. In collaboration with SPJUSD, the Library will provide students with access to a computer lab with educational programs and high-speed Internet connection capable of handling 12 students.

Objective 3. The Library will provide supplementary curriculum-based and recreational reading materials for K-12 students.

Service indicators:

- Number of students attending homework sessions.
- Number of students using computer lab.
- Circulation of targeted juvenile non-fiction and fiction.

Educational Goal 1: The Library, in collaboration with Sierra County Office of Education (SCOE), Feather River College (FRC), and Sierra-Plumas Joint Unified School District (SPJUSD), will establish a homework center for students in grades 4-12 to provide general assistance in reading, writing, science, language, math skills, and study skills and/or individual assistance with specific homework assignments to help students attain their educational goals.

Objective 1. The Sierra Valley Library and Children and Families Center will serve as a venue for a homework center providing a quiet learning space, individual carrels, and group tables for instructional purposes to accommodate 30 students.

Objective 2. The Sierra Valley Library and Children and Families Center will provide print and electronic resources aligned with curricular needs.

Objective 3. The Sierra Valley Library and Children and Families Center will designate computer time and resources for student homework needs.

Objective 4. The homework center staff and volunteers will provide students with instruction in research and organizational strategies to improve school success.

Service indicators:

- Increase number of grade 4-12 students receiving passing grades in core classes by 25%.
- Decrease number of grade 4-12 students requiring summer school services due to failing core courses by 25%.
- Decrease absenteeism by 10%.
- Increase Academic Performance Index (API) ranking in local schools by 5%.
- Increase number of student passing California High School Exit Exam (CAHSEE) on first try by 10%.
- Reduce number of students repeating a grade by 10%.
- Reduce dropout rate by 10%.

Educational Goal 2: The Sierra Valley Library and Children and Families Center staff will collaborate with SCOE, SPJUSD, FRC, and Golden Sierra Job Training Agency to develop diverse work experience opportunities for students in grades 9-12.

Objective 1. Library staff at the Sierra Valley Library and Children and Families Center will provide five (5) job-shadowing opportunities per year for students in grades 9-12.

Objective 2. Library staff at the Sierra Valley Library and Children and Families Center will provide two (2) job-placement opportunities per semester in library services and/or plant maintenance for regular education students and students with special needs participating in the

SCOE Regional Occupation Program (ROP), Workability Program, or through Golden Sierra Job Training Agency to gain entry-level job skills.

Objective 3. Children and Families Center staff at the Sierra Valley Library and Children and Families Center will provide five (5) job-shadowing opportunities per year for students in grades 9-12.

Objective 4. Children and Families Center staff will provide two (2) job placement opportunities per semester in child development and/or plant maintenance for regular education students and students with special needs participating in the SCOE Regional Occupational Program (ROP), Workability Program, or through Golden Sierra Job Training Agency to gain entry level job skills.

Service indicators:

- Increase number of job shadowing opportunities to 5 per year in both the Library and the Children and Families Center.
- Increase number of job placement opportunities to 2 positions each semester in both the Library and the Children and Families Center.

Educational Goal 3: In collaboration with SCOE, SPJUSD and FRC, increase college completion rates of Sierra County residents.

Objective 1. The Sierra Valley Library and Children and Families Center will provide an appropriate learning space for adult learners to participate in preparatory courses through FRC for high school seniors, graduates of LHS, and other interested adults to gain necessary skills for college level courses. The primary Meeting Room in this facility will include support for multimedia presentations, including computer generated presentations and video presentations. Videoconferencing will also be available in this room.

Objective 2. The Sierra Valley Library and Children and Families Center will provide print and electronic resources aligned with curricular needs of community college students.

Objective 3. The Sierra Valley Library and Children and Families Center will designate computer time and resources for community college students and courses.

Objective 4. The Sierra Valley Library and Children and Families Center will provide computer access for on-line courses for adults pursuing degree requirements.

NOTE: The following objectives pertain to this project as a whole. The library will provide some support, but will not be directly involved in developing these objectives.

Objective 5. SCCFC staff will establish laboratory experiences in the Children and Families Center for adult students pursuing degrees in child development and/or early childhood development.

Objective 6. In collaboration with SCOE, SPJUSD, and FRC, the SCCFC will provide appropriate courses and degree programs for paraprofessionals within the school system to meet the federal “No Child Left Behind” regulations.

Service indicators:

- Increased number of Sierra County residents with 2- or 4-year degrees by 10%.
- Increased number of day care providers holding 2-year degrees in child development or related field.
- Increased number of paraprofessionals within the school system obtaining 2-year degrees.

Career Information:

Sierra County demographics indicate a higher than average unemployment rate, a lower than average percentage of college graduates, and no career or employment center in the county. A career information center can encourage students to set career goals and attend college to achieve their goals; it can also assist adults seeking employment or a career change. The role of the career information center is to meet the community’s need for career-related information and programs.

Although career information and employment partnerships will be a focus of this library’s Plan of Service, a separate area will not be developed in the library exclusively to meet these needs. Instead, signage, posters, and bibliographies will be produced to assist library patrons who need career information. Temporary displays may also be developed to bring attention to career planning resources.

Library Goal 4: The Sierra Valley Library and Children and Families Center will assist adults seeking employment or a change in career.

Objective 1. The Sierra Valley Library and Children and Families Center will partner with local businesses and the Employment Development Department to offer programs on career-related topics.

Objective 2. The Sierra Valley Library and Children and Families Center will provide electronic and print resources for retraining efforts of displaced adult workers in Sierra County.

Objective 3. The Sierra Valley Library and Children and Families Center will provide appropriate learning areas in the Literacy Classroom and the Homework Center for adult learners involved in retraining efforts.

Service indicators:

- Number of programs offered on career-related topics.
- Number of adults enrolled in retraining programs.

- Number of attendees at career-related programs.

Educational Goal 4: The Sierra Valley Library and Children and Families Center staff will work in collaboration with SCOE, SPJUSD, FRC, and Golden Sierra Job Training Agency to enhance career awareness for K-12 students and adults.

Objective 1. The Sierra Valley Library and Children and Families Center will establish a reference library that provides information on various careers and vocations, future opportunities, and the necessary job skills and/or education to K-12 students and adults.

Objective 2. The Sierra Valley Library and Children and Families Center will develop electronic resources to assist students and adults in locating information on a variety of careers and educational opportunities.

Objective 3. The Sierra Valley Library and Children and Families Center Literacy Classroom will provide appropriate space for interview training and résumé writing courses for students and adults.

Service indicators:

- Increased “hits” on career-related Internet sites by patrons.
- Circulation of career-related materials.
- Use of the Literacy Classroom for career related purposes.

General Information, Recreational Reading:

Survey respondents and focus group participants were clear in their desire for a large selection of fiction and non-fiction books, reference materials, and access to Internet computers. Because Sierra Valley lacks library services and many other basic services, the new Library will serve as the primary source for informational and recreational materials for all ages.

Library Goal 5: The Sierra Valley Library and Children and Families Center will meet Sierra Valley patrons’ recreational and informational reading needs.

Objective 1. Provide access to new and popular titles in fiction and non-fiction at the ratio of two (2) books per capita.

Objective 2. Provide access to books on tape, books on CD, videos, and DVDs. (Due to the library’s space and open floor plan, materials that are produced in new formats can be accommodated as needed.)

Objective 3. Provide a selection of general interest magazines and local and regional newspapers with access to comfortable seating.

Objective 4. Provide access to print and electronic resources to answer reference questions.

Objective 5. The Library will promote its materials and reading as a valuable recreational activity.

Objective 6. Staff will provide in-person and telephone reference to locate information and recommend book titles for patrons.

Objective 7. The Friends of the Library will maintain a used book sale to offer patrons an opportunity to add to their personal libraries, and as a method of raising awareness of library needs.

Service indicators:

- Number of reference questions successfully answered.
- Number of book requests placed/filled.
- Circulation statistics.
- Number of hits on “NoveList” database.
- Number of reference questions referred to Headquarters.

Educational Goal 5: In collaboration with Sierra County Children and Families Commission (SCCFC), SCOE, and SPJUSD, the Library will encourage children 0-5 to develop a love of books and learning, and increase school readiness.

Objective 1. The Sierra Valley Library and Children and Families Center will establish bi-weekly story time sessions for children ages 0-5.

Objective 2. The Sierra Valley Library will house a wide variety of children’s literature available for children 0-5.

Objective 3. The Sierra Valley Library and Children and Families Center will provide electronic resources to enhance school readiness for children 0-5.

Objective 4. The Sierra Valley Library and Children and Families Center will provide the appropriate learning area for children and families age 0-5 to improve school readiness.

Objective 5. The Sierra Valley Library and Children and Families Center will establish regular computer access opportunities for children 0-5 and their families and/or daycare providers.

Objective 6. The Sierra Valley Library and Children and Families Center will establish a transition program for children and their families entering kindergarten utilizing library and child center facility and resources in coordination with kindergarten staff at Loyalton Elementary and Sierraville Elementary schools.

Service indicators:

- Improved kindergarten readiness rates by 10% assessed through kindergarten screening tools.
- Decrease the number of students retained in kindergarten by 10%.
- Attendance at story time sessions.
- Circulation of targeted juvenile materials.
- Use of computers by 0-5 child/parent pairs.

Local History:

An important consideration identified by focus groups was a need for a location to store and make available local history information. The Library's Local History Room will address the need for a study and display space that will give community members young and old access to materials related to the history of the area. When the Local History Room is available, individual adults seeking quiet space for general study or computer use will be given access to the room.

Library Goal 6: The Sierra Valley Library will meet the community's need for information about its local history and heritage.

Objective 1. Provide adequate storage and display space for archival materials related to local history.

Objective 2. Provide equipment necessary to read and copy materials in non-print formats.

Objective 3. Provide meeting and study space for researchers and meeting space for at least ten (10) people.

Service indicators:

- Number of individuals who use history room resources.
- Number of displays created.
- Number of local history questions answered.
- Number of local history programs presented.

TYPES OF SERVICES TO BE OFFERED

Staffing:

Providing trained staff who can assist patrons with their information needs, checking out books, and provide programming is an essential service. Staffing at the Sierra Valley Library and Children and Families Center will be based on staffing at Plumas County Library branches, which are staffed by a single Branch Library Assistant and part-time Literacy Aide. In cooperation with the Sierra County Office of Education (SCOE), staffing will be shared by a Homework Center Aide provided by SCOE. Services will be expanded with the use of trained volunteers and work-experience students.

Literacy Aide	.6 FTE
Homework Center Aide	.4 FTE
Branch Library Assistant(s)	.4 FTE
Volunteers	.4 FTE

Implementation: The Sierra County Literacy program is entirely grant funded and has been very successful in obtaining grants required for continuing operations based on the model established by the Plumas County Literacy program. Sierra County Literacy will provide the funding for the Literacy Aide, who will supervise tutors and students and carry out the objectives of the basic literacy role.

Sierra County contracts with Plumas County for library services, and the temporary library station in Loyalton has been staffed with contract personnel only 8 hours a week. Sierra County has committed to establishing on-going funding for Library staffing. The Cooperative Use Agreement states that the Branch Library Assistant(s) will be on the Sierra County payroll and hired and supervised by the Plumas County Librarian. The Branch Library Assistant positions will be placed at Clerk 1 Series (part-time) equivalent range on the Sierra County salary schedule, and duties and responsibilities will follow the existing Plumas County Branch Library Assistant job description. Professional development training will be provided and coordinated by the Plumas County Librarian. Plumas County Library staff will review library service use after the first year the Sierra Valley Library and Children and Families Center is open and will make recommendations to Sierra County regarding staffing and hours.

The Library will recruit volunteers from the general public, and will offer job placement opportunities to students participating in the SCOE Regional Occupation Program (ROP).

Plumas County Library Headquarters staff will provide the jurisdiction-wide support described below. Headquarters staff consists of:

County Librarian
Technical Services Librarian
Children's Librarian
Literacy Coordinator

Library Technician
Fiscal and Technical Services Assistant
Library Aide

The SCOE will secure grants and program resources to fund 15 hours of a Homework Center Aide. The Homework Aide will be responsible for operating the Homework Center and supervise volunteers and work-experience students who will assist with library services.

Seating:

The overriding need in Sierra Valley is for a space in which to provide library services, and comments in focus groups repeated the need for “a place to sit and read.” One focus group participant expressed the desire for “a rocking chair where grandmothers can sit and bond with their grandchildren.” The Library will feature a variety of seating appropriate to the different audiences who will be using Library services.

Although this facility will be extremely family oriented and focused on educational opportunities, it will also function as a library that is welcoming to the general population of adults and seniors. The seating areas are generous for a library of this size, and located close to new books as well as the general library shelving. The adult seating area is separated from the children’s area and the Homework Center by shelving, but not so separated that adults will feel unwelcome in those areas. The computers in the Homework Center area will be available for general use, particularly on Fridays, when Homework Center use will be very low, and Saturdays. Adults will be able to use computers in the Local History Room when it is not in use for a meeting. In addition, two public access catalog computers will be available for general adult use when necessary. The high speed Internet access provided in the library will attract some adults who might otherwise believe the library is not useful to them.

Implementation: Sierra Valley Library and Children and Families Center’s open floor plan will be divided, through the use of shelving, into general areas, each of which will feature seating appropriate for its audience. The seating below does not include technology stations.

- Children’s area: 8 juvenile chairs with two tables, 2 adult lounge chairs, 1 “chair-and-a-half” for adult/child seating
- Magazine/General Reading Area: 5 lounge chairs, 2 loveseats
- Homework center: 12 study chairs with two tables
- Literacy: 10 study chairs with two tables
- Local history: 12 study chairs with two tables

Programming:

The statement with the highest percentage of responses indicating a “strongly agree” position was “A library should provide special programs for young children.” The SCCFC and the SPJUSD have a goal to improve school readiness, and programming will help meet this goal.

The adjacency of a preschool in the Children and Families Center makes the Library ideally located for introducing preschoolers and their parents to books and reading through collaborative programming. The Library will provide story time programs for preschool-age children, Family Literacy story times, Saturday programs for school-age children, and will offer a summer reading program.

To meet the goal of providing formal learning support, the Library, in collaboration with SCOE and SPJUSD will provide after-school programming for students.

Respondents were also strongly in favor of a meeting room as part of the multi-use facility. The Library will partner with community agencies that need a space to offer programs for families, young adults, adults, and seniors.

Because seniors are a large and growing percentage of the Sierra County population, programming and outreach to serve their needs will be provided by the Library and in collaboration with the Local History Society.

Implementation: Library staff and volunteers trained by the Plumas County Children's Librarian will present story time programs that will include the population enrolled in the Children and Families Center preschool/daycare. Literacy staff will present regular Family Literacy programs, and Library staff will coordinate volunteers to assist with programs for school-age children on Saturdays and during the summer. Sierra Valley Library and Children and Families Center will use the same Summer Reading Program theme and resources developed by the Plumas County Library.

The SCOE and SPJUSD, as partners in achieving the Library's goals, will provide computer literacy and career-related classes. Many of these small groups will meet in the Literacy office/classroom or the Local History Room when they are available.

Numerous community organizations are expecting to utilize and benefit from partnerships with the new Sierra Valley Library and Children and Families Center. The Sierra County Arts Council, the Historical Society, Feather River College, and Children's System of Care are four agencies which have expressed interest in providing community programs using the new meeting room; other interest groups will be contacted by Library staff. Library staff will work with the Local Coordinating Council to establish a Young Adult Advisory Committee to provide input for teen programming.

Based on the training received through the LSTA "Serving Library Patrons with Disabilities" grant, Plumas County Library staff will assist in developing a Senior Advisory group to help determine programming, outreach, and collection needs for seniors.

Hours of Service:

The total open hours for the library are based on the community survey, in which 80% of respondents selected between 11-30 hours per week as a reasonable number of open hours. Focus groups and survey respondents also cited afternoons and evenings as the most likely times they would use the library. Proposed hours of service are shown on the following table.

The total operational open hours for the Sierra Valley Library will be 29 hours each week. Until several years ago, Plumas County Library branches were staffed by part-time Branch Library Assistants and open only 30 hours per week. It is anticipated that the overwhelming popularity of new library services will justify an increase in staffing and hours within the first year.

Implementation: The Library will be staffed by paid employees during all open hours. The Homework Center Aide will work weekdays 3:00-6:00 p.m. This person will run the Homework Center and be in charge of the library until the Branch Library Assistant arrives, but will be assisted by a volunteer who is managing the Circulation Desk. The Branch Library Assistant will work 5:30-8:00 p.m. Mondays through Thursdays, 12:30-3:00 p.m. Fridays, and 10:30-2:00 p.m. on Saturdays. (The Branch Library Assistant position will be shared by two people, one working evenings, and one working Fridays and Saturdays. Additional hours may be added if the various partners involved obtain grants to increase use of the Library and the Homework Center). The Branch Library Assistant will train and oversee volunteers and work study students who will assist in providing library services. Plumas County Library will review library service use after the first year the Sierra Valley Library and Children and Families Center is open and will make recommendations to Sierra County regarding staffing and hours.

This schedule of hours was developed to provide consistency, which other branches have demonstrated improves patrons' ability to remember library hours and thus use the library more frequently. In addition, the hours on Fridays and Saturdays were set to provide adults and seniors with quieter times when the library is not likely to be heavily used by children. If the proposed library hours, which are based on the responses to Needs Assessment surveys and discussions, do not meet the needs of seniors and other adults, they may be adjusted after the first year of service.

Section 20440: Appendix 4
Sierra Valley Library and Children and Families Center

Proposed Sierra Valley Library Operating Hours

		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday	
	HWC	Library	HWC	Library	HWC	Library	HWC	Library	HWC	Library	HWC	Library	
10:30 - 11:00am											Public Use	Staff	
11:00 - 11:30am											Public Use	Staff	
11:30 - noon											Public Use	Staff	
noon - 12:30pm											Public Use	Staff	
12:30 – 1:00pm									Public Use	Staff	Public Use	Staff	
1:00 – 1:30pm									Public Use	Staff	Public Use	Staff	
1:30 – 2:00pm									Public Use	Staff	Public Use	Staff	
2:00 – 2:30pm									Public Use	Staff			
2:30 – 3:00pm									Public Use	Staff			
3:00 – 3:30pm	HWC open	Volunteer	HWC open	Volunteer	HWC open	Volunteer	HWC open	Volunteer	HWC open	Volunte er			
3:30 – 4:00pm	HWC open	Volunteer	HWC open	Volunteer	HWC open	Volunteer	HWC open	Volunteer	HWC open	Volunte er			
4:00 – 4:30pm	HWC open	Volunteer	HWC open	Volunteer	HWC open	Volunteer	HWC open	Volunteer	HWC open	Volunte er			
4:30 – 5:00pm	HWC open	Volunteer	HWC open	Volunteer	HWC open	Volunteer	HWC open	Volunteer	HWC open	Volunte er			
5:00 – 5:30pm	HWC open	Volunteer	HWC open	Volunteer	HWC open	Volunteer	HWC open	Volunteer	HWC open	Volunte er			
5:30 – 6:00pm	HWC open	Staff	HWC open	Staff	HWC open	Staff	HWC open	Staff	HWC open	Volunte er			
6:00 – 6:30pm	SCOE / FRC	Staff	SCOE / FRC	Staff	SCOE / FRC	Staff	SCOE / FRC	Staff	SCOE / FRC				
6:30 – 7:00pm	SCOE / FRC	Staff	SCOE / FRC	Staff	SCOE / FRC	Staff	SCOE / FRC	Staff	SCOE / FRC				
7:00 – 7:30pm	SCOE / FRC	Staff	SCOE / FRC	Staff	SCOE / FRC	Staff	SCOE / FRC	Staff	SCOE / FRC				
7:30 – 8:00pm	SCOE / FRC	Staff	SCOE / FRC	Staff	SCOE / FRC	Staff	SCOE / FRC	Staff	SCOE / FRC				
Homework Center Aide	3		3		3		3		3				
Library Volunteer Hours = 13 hr		2.5		2.5		2.5		2.5		3.0		0	
Library Staff Hours = 16 hr		2.5		2.5		2.5		2.5		2.5		3.5	
Total Library Operational Hours = 29.0hr		5.0		5.0		5.0		5.0		5.5		3.5	

HWC is Homework Center

SCOE / FRC is Academic Achievement and College Level Courses

note: Non-assigned hours are available for Literacy Program and SPJUSD / SCOE programs. When the full library is in use by these partners provisions will be made for library staff or library volunteers to work additional hours.

Literacy Center hours are not included in this chart because they are flexible, and the public library portion of the space will not necessarily be open when the Literacy Center is in use.

Collections:

The most important service of a new library in Sierra Valley, according to the vast majority of those interviewed and surveyed, is access to a large collection of circulating materials. The Sierra Valley community is not ethnically diverse and no need was expressed for cultural awareness services. However, it is a goal for collections at the Sierra Valley Library and Children and Families Center to provide a window on the world, and materials will be included that represent multiple perspectives and cultures.

In addition to the materials on the shelves, Sierra Valley Library users will have access to all Plumas County Library and North State Cooperative Library materials through inter-library loan.

Reference: In rating types of materials desired in the new library, “Reference and Encyclopedias” received one of the highest responses. A collection of current print and online resources will provide answers to patrons’ reference questions. Materials will be selected based on subjects rated highly in survey responses and on use of reference books at Plumas County Library branches.

Non-fiction: A broad collection of books on non-fiction topics will help meet patrons’ needs for informational as well as recreational reading. Books will be purchased on a variety of reading levels to support the needs of children, literacy students, young adults, and adults. Focuses on technical/how-to books, history/biography, and health-related information will respond to needs expressed in the community survey and focus groups. A focus on curriculum-related materials for ages 10-18 will assist students to meet their educational goals. A collection of career resources will be developed to assist adults and students in setting and meeting their career goals. Career materials will be interfiled in regular reference and non-fiction.

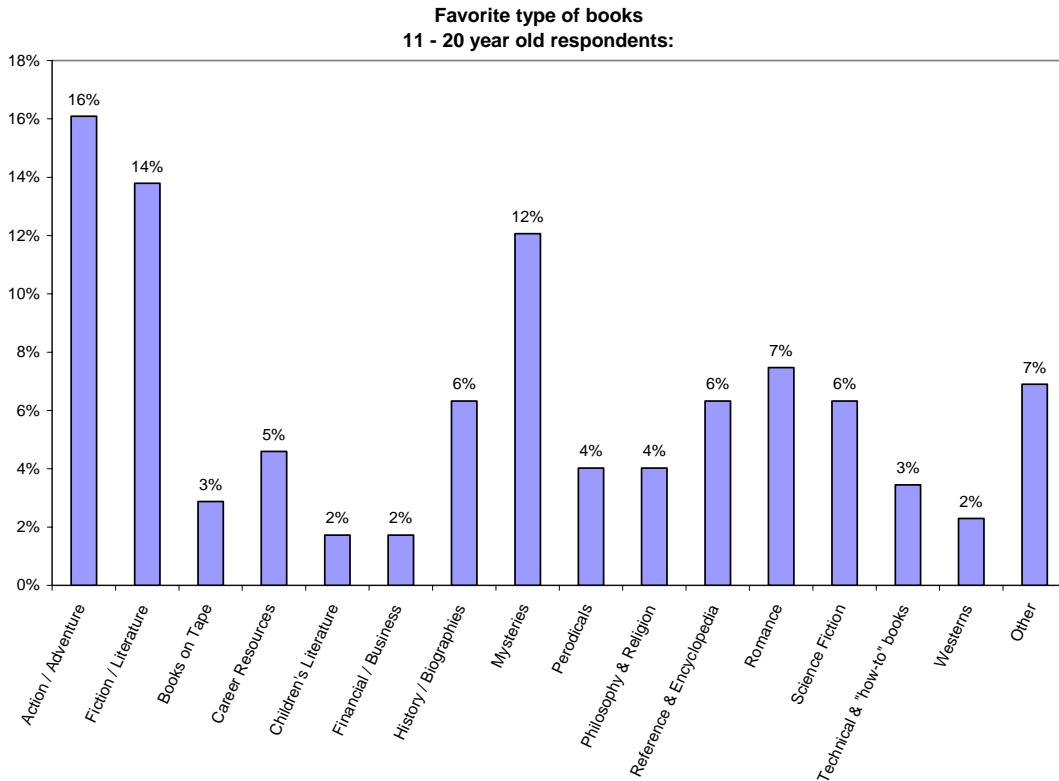
Adult Fiction: A large circulating selection of books was rated the most important feature of a new library by survey respondents, and fiction/literature was rated as one of two most popular types of reading material. Collections of mysteries, westerns, and science fiction will augment a general fiction section of best sellers, popular older titles, and classics.

Children’s materials: Educational and recreational opportunities for children are missing in the Sierra Valley area. Focus groups and survey respondents repeatedly emphasized the importance of books and other materials for pre-school and school-age children. Collections of picture books, easy readers, chapter books, books on tape, and videos will be offered in a welcoming environment. The Library will provide a collection of Accelerated Reader titles and will maintain a binder of AR titles in cooperation with Loyalton Elementary School. The Plumas County Library’s website provides appropriate starting places for children, and the online catalog features a special children’s catalog.

Young adult materials: The survey responses from the 11th and 12th grade English students at Loyalton High School indicated a strong preference for action/adventure stories, fiction and literature, and mysteries. Several respondents identified other types of books, including books about sports, horror and suspense, and fantasy. Materials for young adults will

include paperback and hardback fiction, as well as a section of career and college information to encourage a higher percentage of young adults to attend college. High-speed Internet access is a service that has drawn a large number of teenagers to the Plumas County Library branches, and it is expected that this service will be very popular with teens in Sierra Valley.

The table below shows the responses for the 11 to 20 year olds who responded to the survey.



Large print: Sierra County has a much higher percentage of people over 65 than the rest of California, and 75% of people over 55 are likely to suffer from vision impairment according to information gathered for the Public Library Services for People with Disabilities grant. Large print books will be offered to meet the needs of adults with vision impairment.

Videos: Survey respondents and focus group participants agreed that the new library should include audio-visual media. A rotating collection of current and classic movies will be available on-site, and patrons will have access to the substantial North State Cooperative Library System video collection by request.

Audio-books: A significant percentage of survey respondents indicated that they would use a new library to check out books on tape. The library will provide fiction and non-fiction books on tape, abridged and unabridged, for children and adults.

Periodicals: A collection of general-interest and local periodical subscriptions will be provided to meet the stated need for access to magazines and newspapers. Patrons will also have access to a wide range of full-text articles through an online subscription to Electric Library.

Implementation: Sierra County's contract with Plumas County for library services includes collection development services, and the contract amount includes funds to purchase library materials. All materials are selected, processed, and owned by Plumas County Library. Materials will be selected by Plumas County Librarians in accordance with the Library's collection development policy and will be housed in the library according to layouts developed in the Library's Building Program. Online subscription resources will be made available through IP addresses or passwords. Rotating collections of books on tape and videos and will be sent from Plumas County Library Headquarters on a bi-monthly basis, and the library will subscribe to talking books from the State Library.

To achieve the goal of meeting Sierra Valley patrons' recreational and informational reading needs, the Library will open with collections that create the ratio of 2 books per capita and will increase to 2.5 books per capita within 10 years. The Library will house 3 books per capita by the year 2025. Although this is lower than some standards, such as the Wisconsin standards that require a basic library to house six books per capita, it meets general Plumas County standards. In addition, patrons will have free access by request to all Plumas County Library circulating materials.

Sierra Valley Library
Projected Service Area Population and Volumes per Capita
2000 - 2040

Year	Service Area Population	Volumes per Capita (2.0 to 3.0) Goal
2000	2,037	4,074 - 6,111 (2,237 actual)
2010	2,177	4,354 - 6,531
2020	2,326	4,652 - 6,978
2030	2,487	4,974 - 7,461
2040	2,659	5,318 - 7,677

Projected Collection Sizes, 2040

Collection Type	Number of Books	Volumes per LF	Number of shelves	Plus 25% space	Shelving Height	# of shelves per range	Number of Ranges
Picture Books	830	25	11	14	42	3	5
Easy readers	120	25	2	2	42	3	1
Fairy Tales	90	20	2	2	42	3	1
Chapter Books	780	15	17	22	42	3	7
Young adult fiction	350	15	8	10	42	3	3
Fiction	1250	10	42	52	66	6	9
Mysteries	430	12	12	15	66	6	2
Western	290	12	8	10	66	6	2
Science Fiction	130	12	4	5	66	6	1
Large Print	140	10	5	6	66	6	1
Nonfiction (A & J)	2600	12	72	90	66	6	15
Biographies	100	12	3	3	66	6	1
Reference	320	10	11	13	42	3	4
New Books	100	12	3	3	42	3	1
Audio Books	150	12	4	5	42	3	2
TOTAL	7680						54
Videos	100	10	3	4	42	3	1
Magazines	15 subscriptions	3 per shelf	5	6	42	3	2
Local History	800	10	20	20	70	5	4
(48*70*18 shelves)							
Local History	400	10	13	13	42	3	4
(36*42*12 shelves)							
TOTAL							66

Meeting Room Facilities:

Ninety-one percent (91%) of survey respondents agreed that a community meeting room is a good use in or near a library. The Sierra Valley Library and Children and Families Center will contain a community meeting room capable of seating 25 people theatre-style, 20 people classroom-style. Groups reserving the community meeting room will also have access to a kitchen and public restrooms in the lobby even if the Library and/or Children and Families Center are closed. Smaller groups may meet in the Local History Room and Literacy office/classroom when they are available. These meeting spaces will fulfill the Library's role of providing Commons and will also provide a location for the library to present programs.

Implementation: Library staff will be responsible for scheduling the community meeting room, literacy office/classroom, and Local History Room based on the Plumas County Library meeting room policy. Community meetings, classes, and presentations will be publicized on bulletin boards in the library and in the common lobby.

Homework Center/Academic Achievement:

Ninety-eight percent (98%) of survey respondents agreed that a library was an appropriate facility for a homework center, and a homework center will help reverse the trend of low college attendance. The Homework Center housed in the Library will focus services on students in grades 4-12. Students and their tutors will have access to appropriate print and electronic research materials, individual and group seating, and designated computer access time specifically for homework center students. The Library will also house a variety of curricular support materials in core subject areas to enhance the learning opportunities for homework center clients. In collaboration with Feather River College, the Library services will make print and electronic research materials, meeting space, and designated Internet access times available for participants in the Academic Achievement Center.

The adult community also expressed the need for access to the Internet and to basic electronic resources to meet their informational needs. The Homework Center will also serve as a Family Computer center where adults can read, study, and have high-speed access to the Internet.

Implementation: SCOE/SPJUSD will provide access to the District's network, 12 computers, and technical support by the SCOE's Technology Coordinator. Library staff will coordinate with SPJUSD, SCOE, and FRC staff to coordinate use of facility and designate computer access time. Library staff will also coordinate with the same agencies to determine appropriate print and electronic resources to support program efforts for K-12 and community college students.

The computers and resources in the Homework Center will be available for public use in the evenings, meeting the community's need for access to the Internet.

Literacy Services:

A Literacy office/classroom is included in the Sierra Valley Library and Children and Families Center to meet the needs of those wanting to improve their basic literacy skills. The office will provide a safe, confidential place for tutors and students to meet and will also provide computers with educational software and high-speed Internet access. This room will have a separate entrance to facilitate its use when the library is closed and to assure confidentiality. This room is also large enough for small classes. Services offered by trained Literacy staff will be:

- training sessions for tutors
- recruiting new students
- student assessment and testing
- one-on-one tutoring in basic skills
- group lessons in basic skills

- family literacy story times
- training students on computers
- assisting with grant- and report-writing necessary to continue funding for the program.

Implementation: Literacy Services will continue to be provided by the Sierra County Literacy program, which is administered by the Plumas County Library. Sierra County Literacy staff are currently employed as Plumas County employees.

Local History Room:

The Local History Room is a direct response to the community's need for knowledge about the rich heritage of their region and helps meet the Library's goal to provide access to this information.

Customized shelving and storage units in the room will house and protect the archival materials. Display shelving in the room and display cases in the lobby entrance to the building will feature rotating exhibits of documents and artifacts. Tables and seating in the room will provide study space for researchers and a meeting place for small groups. Programs will be presented on topics of local history.

Although restriction by age is generally discouraged in modern public libraries, this Local History Room will be an exception. So much of this particular library is dedicated to use by students from preschool age through adult that a quieter area for adults is desirable. Students will have access to this room for specific assignments involving local history, but otherwise will be directed to utilize the homework center for seating. Adults will be permitted to use this room for general quiet study and computer use when it is not occupied for specific Local History study or programs.

The Local History Room will include the following materials and equipment:

- books
- maps
- photographs
- microfilm of older local newspapers
- film/fiche of land grants and mining claims
- microfilm/fiche reader/printer (possible Internet connection)
- 2 computers with high-speed Internet access
- laser printer

A copy machine will be available in the library to photocopy history room materials.

Implementation: Library staff will oversee the security of the Local History Room and will provide access to the room on a sign-in basis. The room will have separate temperature controls and no exterior windows to protect the materials. Library staff will establish

partnerships with the local museum and Sierra County Historical Society to create displays and provide programs on local history topics.

COMMUNITY PARTNERSHIPS

The entire planning process for the Sierra Valley Library and Children and Families Center, and attainment of the Library's goals, will depend upon the partnerships that have been established with SCOE, SPJUSD, and SCCFC. These formal relationships have been codified in a Cooperative Use Agreement that specifies how the facility will be used for the benefit and enjoyment of the community while maximizing the efficiency of service delivery for library, child care and development, and educational programs not provided in a traditional classroom setting.

Sierra County Office of Education: SCOE will be able to use the Library's community meeting room to facilitate a variety of educational functions including the Student Attendance Review Board (SARB) and the Community Advisory Committee (CAC). The SCOE will also support alternative educational programs consistent with their mission statement and will help support the Homework Center activities through categorical funding or grant sources. The Technology Coordinator for the SCOE will establish and ensure integration of the high-speed Internet access portal in the new building with the existing hub located in the Elementary School building.

Sierra-Plumas Joint Unified School District: The SPJUSD has a direct role in the successful completion and operation of the Sierra Valley Library and Children and Families Center. The District is contributing the use of District land and will also be a major participant in use of the new library. The Library's Homework Center and curriculum-related materials will allow the District, in collaboration with the SCOE, to maximize the efficiency and use of instructional aides to help students meet their educational goals.

Sierra County Children and Families Commission: SCCFC is one of the original sponsors of the proposed multi-purpose facility and is operating as the project manager for design and construction of the proposed Sierra Valley Library and Children and Families Center. SCCFC will operate the Children and Family Center wing of the facility which will include a state-of-the art child care center; space for health outreach, education and screenings for children and their families; and the SCCFC office, which will be headquarters for the SCCFC school readiness program, providing activities and education for parents, caregivers, teachers, and other professionals who work with young children. Much of this training will be conducted in the common meeting/training room. SCCFC's school readiness strategies include use of the children's library, story hours, and other programming to develop pre-literacy and other school readiness skills for young children in an integrated program involving all center and home-based child care providers as well as the kindergarten teachers.

In addition, informal partnerships are being cultivated with community agencies to provide and receive services included in the library's goals.

Feather River College: FRC has agreed to bring educational programs and distance learning opportunities to Sierra County through partnership with the Library, SCOE, and SPJUSD.

Toddler Towers Day Care Center: The local day care center will rent space in the Children and Families Center portion of the building and will have access to the Library's reading materials, programs, and computers.

Sierra County Literacy program: The Literacy program will continue providing Literacy services in the community and will have access to a quiet and confidential classroom/office space.

Sierra County Historical Society: Members of the Historical Society need a centralized location to access local history materials, which will be provided in the Local History Room. A partnership is being cultivated with the Society to coordinate displays and programs on local history topics.

Sierra County Arts Council: SCAC has offered to provide art displays throughout the new Center under their Arts in Public Places program. In addition, the community will benefit from small venue performances and poetry and artist workshop sponsored by SCAC that are held in the community meeting room.

HOW OVERALL PLAN OF SERVICE MEETS COMMUNITY NEEDS

The Plan of Service outlined above for the Sierra Valley Library and Children and Families Center was developed in direct response to the Sierra Valley Community Needs Assessment. Sierra County does not have a library and is the only county in California that does not have a library. The Community Needs Assessment indicates repeatedly that what Sierra Valley residents want and need is a permanent library space with adequate open hours where they can find and check out materials, access the Internet, attend a story time, or just sit and read in a comfortable environment.

The Plan of Service was developed in partnership with SCOE and SPJUSD staff to address the community's need for school readiness materials and activities for pre-school age children. The Plan of Service also responds to the need for services to older children and young adults by providing a homework center where students can attain their educational goals, as well as recreational reading materials and programs to help them develop a love of books and learning. Career-related materials and programs will encourage students to set higher educational goals. Programs for preschool and school-age children, and advisory groups for teens and seniors, will also help address the lack of activities available in the area.

The Plan of Service responds to adults' and seniors' informational and recreational reading needs by providing a wide range of fiction and non-fiction materials, a local history room, and plenty of comfortable seating where they can study, read for pleasure, or access the Internet. A confidential literacy program will serve those in the community needing confidential, one-on-one instruction in basic skills, and career-related services and resources will assist adults seeking employment or career changes.

Programs, meetings, classes, and community events cannot be provided without a physical space in which to present them. The inclusion of a community meeting room is a direct response to the needs of community members and partner agencies. The level of cooperation and the development of partnerships among groups in the Sierra Valley community in order to plan for the Sierra Valley Library and Children and Families Center involved an unprecedented level of collaboration and cooperation for Sierra County residents, governing boards, programs and agencies. These efforts served to build a new level of trust and respect among the collaborative group that will serve the entire project well as it moves forward to completion, and will continue to serve the partners well as they implement programs in the new space.

JURISDICTION-WIDE SERVICE

Plumas County Library

Sierra County has contracted with Plumas County for library services for over 30 years, but Sierra County has not maintained permanent library facilities. The new Sierra Valley Library and Children and Families Center will be managed as a full-service branch of the Plumas County Library and will receive the same services, support, and supervision provided to other branches.

Administration:

- Budget preparation and oversight
- Staff supervision
- Development of policies and procedures
- Professional development
- Public relations
- Oversight of any grant applications
- Oversight of Literacy program
- Represent Library to Board of Supervisors

Children's Services:

- Development of annual Summer Reading Program materials
- Programming assistance
- Collection development and weeding
- Professional development

Fiscal and Technical Services:

- Cataloging and processing materials
- Mending older materials
- Technical support for automation system
- Compiling statistics
- Fiscal services support

Reference and Collection Support:

- Adult collection development and weeding
- Reference support
- Access to online databases
- Professional development
- Library website development and maintenance

Borrower Services:

- Access to Plumas County Library online catalog
- Ability to request any Plumas County Library materials
- Ability to renew using Plumas County Library automation system
- Inter-library loan services

North State Cooperative Library System/Cascade Pacific Library Network

Plumas County Library is a member of the North State Cooperative Library System (NSCLS) and Cascade Pacific Library Network (CPLN). Plumas County Library receives many valuable services through its memberships that will be available to the Sierra Valley Library and Children and Families Center. These services are currently provided by NSCLS; as Library of California funds become available, provision of these services will be transferred to CPLN.

Reference support: Questions that cannot be answered at Plumas County Library Headquarters are referred to the NSCLS Reference Center, which houses an extensive collection of print and online materials to answer patrons' questions.

Borrower services: Patrons may request books from any North State Cooperative Library and may request videos, books on tape, DVDs, and music CDs from the Listen-In and Video catalogs.

Professional development opportunities: NSCLS offers an annual Children's Services Workshop which Branch Library Assistants have traditionally attended; in addition the System offers a variety of reference training and the opportunity to serve on service committees.

Delivery: NSCLS provides weekly van delivery to all branches, filling requests for NSCLS materials and delivering Plumas County Library materials to other branches to fill requests.

Impact of the Sierra Valley Library and Children and Families Center:

The impact of a new library in Sierra County will be tremendous. For the first time ever, residents of Sierra County will have their own permanent library with library services that equal or exceed that of their neighbors in surrounding counties.

The new Sierra Valley Library and Children and Families Center will create a focal point of information and family services in Sierra Valley that will improve the existence and experience of every person in the area. Members of the community may be drawn to the Center for only one purpose, but will discover a wide range of services and programs to meet their needs. Because the multi-purpose Center provides a single point of access, a visitor who arrives to drop off a child for day care will feel more comfortable using other services, such as Literacy or health screenings, than they would if they had to approach a single-service agency.

Many services included in this project are designed not only to meet the immediate needs of community members, but also to improve their quality of life for generations. Long-term impacts of the Center will include an increase in college attendance, decreased unemployment, and economic growth due to added desirability of the area.

If a library is not built in Sierra County, residents will continue to lack many basic library and information services. Due to the small scale and temporary nature of the library stations in Sierra County, many residents do not use the limited services that are offered, nor do they travel the significant distance to utilize library services elsewhere. Sierra County residents have been denied the pleasure, the knowledge, and the inspiration that a library offers. Children in the area will continue to be deprived of a sufficient collection of books to stimulate a use of public libraries as they grow older, and adults will not be exposed to the basic resources necessary for life-long learning.

The collective self-image of Sierra Valley communities has been greatly diminished by the closing of the mill, the closing of the hospital, and the impact of state budget cuts on the school district. Establishment of the Sierra Valley Library and Children and Families Center in Sierra County will provide the opportunity for services that do not currently exist and will inspire the development of additional partnerships, programs, and services that have not yet been suggested.

The planning of this project has created great hope in the community for an improved quality of life. At the same time, by creating a shared vision, the other partners in this collaboration have put themselves at risk. If Sierra County does not receive a Library Construction grant, this project will not be built, and partners whose services are also located in the Center will be forced to abandon their existing plans to expand services. The community's future is dependent on the creation of the Sierra Valley Library and Children and Families Center, which will bring to life the community's vision for a multitude of services granted by a single point of entry.

TECHNOLOGY EXECUTIVE SUMMARY

The Sierra Valley Library and Children and Families Center integrates the use of technology in the Library Plan of Service to improve library staff effectiveness and efficiency, to increase the number of resources available to local residents, to expand educational opportunities for students, and to provide equal access to expanding technological capabilities to all citizens regardless of socio-economic status or educational level.

Collaboration with the Sierra County Office of Education and the Sierra-Plumas Joint Unified School District is a vital component to the educational programming available at the Sierra Valley Library and Children and Families Center. The library will share the school district's Internet connection through the Digital California Project allowing students of all ages access to high speed Internet service. Access to high speed Internet service is a need identified by survey respondents in the Library Needs Assessment and will be met by the Sierra Valley Library and Children and Families Center.

Technology will be used to enhance programming efforts in the Academic Achievement/Family Computer Center. Twelve computer terminals will be available for student use during Homework Center times. Library staff will collaborate with school district staff to identify appropriate electronic resources to support student learning in specific curricular areas. Utility programs such as Microsoft Word, Excel, and Publisher will also be available for student use. Families and their children will also be able to access appropriate educational software and Internet sites to enhance educational opportunities.

In addition to the 12 Homework Center computers, library patrons and staff will have access to four computers distributed throughout the Library, plus one microfilm viewer. The building electrical and data/telecommunications plan will allow for maximum flexibility in the placement of all technological resources throughout the facility.

Online courses through Feather River Community College in Plumas County will also be explored to support higher educational goals identified in the Library Plan of Service. Electronic resources will be developed to support these learning goals including video- and Internet conferencing to widen the educational opportunities for local residents.

The Sierra Valley Library and Children and Families Center will utilize a variety of electronic lending services to improve the accessibility of resources for library patrons through Plumas County Library. Online catalog and circulation service, electric library services, and reader's advisory services will assist library staff and patron access library resource more efficiently and effectively. These services will greatly enhance library access to those patrons who have physical disabilities and may be homebound. Lending services will also include non-print resources such as books-on-tape, CDs, and DVDs.

The Sierra Valley Library and Children and Families Center integrates technology into the Library Plan of Service to provide the greatest access to library and educational resources possible to meet the needs of the community. As the Library Plan of Service and the needs of

the community are evaluated on an annual basis, library staff and other program providers will have the opportunity to incorporate any advances in technology to address the evolving needs of the community as they arise. In this manner, the programs and technologies of the Sierra Valley Library Children and Families Center will continue to develop and grow as long as the facility endures.

TECHNOLOGY

Library Technology

Automated circulation system:

The Plumas County Library will extend its automation system to include the Sierra Valley Library and Children and Families Center. In addition to creating a more accurate online catalog, access to the automated circulation system will allow patrons to renew their books online, and will greatly increase staff efficiency.

Plumas County Library online catalog:

Sierra Valley Library patrons will have access to the Plumas County Library online catalog via the Internet at www.plumaslibrary.org. Checking out books and requesting books were the services survey users rated most likely to use; by the time the Sierra Valley Library and Children and Families Center opens, patrons may place their own requests through the Plumas County Library online catalog system. Patrons may access the catalog from high-speed computers at the library or remotely from home.

North State Cooperative Library System catalog:

Plumas County Library relies on the North State Cooperative Libraries for 90% of its inter-library loans. Sierra Valley Library patrons will have access via high-speed Internet in the library and remotely from home to the online catalog of books, CDs, videos, and DVDs and will be able to request these materials to meet their need for reading and audio-visual materials.

Electric Library:

The Plumas County Library will offer Sierra Valley Library patrons access to its subscription of “Electric Library,” a full-text database of magazines, newspapers, radio transcripts, reference books, maps, and pictures. This electronic resource will meet K-12 students’ need for homework assistance. It will also provide all patrons with increased access to magazines and newspapers as well as reference materials, collections which survey users rated as important. Plumas County Library’s subscription to “Electric Library” allows Sierra Valley Library patrons to access it from home if they have a library card. Housebound patrons will benefit greatly from this service allowing equal access to library resources from their homes.

NoveList:

The Plumas County Library will offer Sierra Valley Library patrons access to its subscription of “NoveList,” a reader’s advisory tool that will assist staff in recommending books to patrons.

Data and telecommunication needs:

The building electrical and data/telecommunications plan will allow for maximum flexibility in the placement of all technological resources throughout the facility. It is recognized that computer technology may appear and function radically different in the future than what we are currently accustomed to. What is fundamentally important is that adequate power and support structures for data sharing be positioned to accommodate as much technological change as can be practically anticipated. It is conceivable that upon opening of the new Library, computer technology costs will be significantly lowered to allow for wireless technology to accommodate more terminals including private laptops brought into the facility and/or eliminate the need for hardwiring to the computer terminals that will be placed throughout the facility. Additionally, video- and Internet conferencing capabilities will be explored to provide local residents access to expanded learning environments and resources.

Cooperative/Joint Use Technology

Respondents to the Library Needs Survey reported that access to high speed Internet service was important to this rural community. The Sierra Valley Library and Children and Families Center will provide 12 computer terminals for direct student use in the Homework Center. Four additional computer stations for student and patron use are located throughout the Library, plus one microfilm view in the Local History Room. An additional computer will be placed at the checkout counter for staff use. Internet access, database access, and educational software will be made available to address the specific curricular needs of students in grades K-12. Various electronic library catalog systems in the Library will allow students in grades 4-12 access to extensive research materials. Library staff will work in collaboration with teachers to coordinate appropriate electronic resources for research projects and remedial activities.

The Sierra County Office of Education (SCOE), in collaboration with Sierra-Plumas Joint Unified School District and the Sierra Valley Library and Children and Families Center, will connect the new facility via wireless link to the current Internet access portal in the Loyalton Elementary School (LES). The LES capability is an 802.11b – 11 Mb connection that ties into the DS3 fiber link to the school system in Loyalton. This connection will be made in compliance with the Digital California Project for educational-oriented uses. The storage room off of the Literacy classroom is the designated location for all the Internet connection equipment and hub servers and routers for the facility. The SCOE will also provide on-going technical support through its Technology Coordinator.

Career awareness activities will also be enhanced by Internet access by students in grades 9-12. Specific career, college, and scholarship sites will be identified by Library and school staff for immediate student use.

The computers in the Homework Center will also be equipped with word processing, database, spreadsheet, and publishing software for student use. These utility software programs will enable students to complete homework assignments in a neat, professional manner while improving computer literacy skills simultaneously. Printer resources will be centrally located and available for all library activities to publish or print work conducted on the computers.

Books-on-tape will also be a featured item in the Children's Literature section of the library. Books-on-tape allow young children, struggling readers, and English language learners independent access to literature. Library staff will collaborate with the teaching staff to ensure that a wide variety of outstanding children's literature and expository text is available to the youngest of readers and those readers in the school system with special needs. Books-on-tape are popular with visually impaired readers of all ages and seniors.

This grant includes purchase of the 17 computers that will initially be available in the library (including those in the Literacy Classroom, the Homework Center and the Local History Room). The county will maintain the two staff computers, the two public access catalogs and the two computers in the Local History Room. The Homework Center and Literacy Classroom computers will be maintained by the School District and/or the County Office of Education.